

SUBPART F - STANDARDS FOR USED OIL PROCESSORS AND RE-REFINERS

This checklist applies to owners and operators of facilities that process used oil. Processing means chemical or physical operations designed to produce from used oil, or to make used oil more amenable for production of, fuel oils, lubricants, or other used oil-derived products. Processing includes blending, filtration, simple distillation, chemical or physical separation, and re-refining.

	YES	NO	NA	V#
1. Has facility notified as a used oil processor/re-refiner and obtained an EPA identification number? [40 CFR 279.51]	9	9	9	
2. Is the facility maintained & operated to minimize the possibility of fire, explosion, or any unplanned sudden or non-sudden release? [40 CFR 279.52(a)(1)]	9	9	9	
3. Is the facility equipped with the following:				
a. An internal communications or alarm system capable of providing immediate emergency instruction (voice or signal) to facility personnel? [40 CFR 279.52(a)(2)(i)]	9	9	9	
b. A device, such as a telephone (immediately available at the scene of operations) or a hand-held two-way radio, capable of summoning emergency assistance from local police departments, fire departments, or state or local emergency response teams? [40 CFR 279.52(a)(2)(ii)]	9	9	9	
c. Portable fire extinguishers, fire control equipment, (including special extinguishing equipment, such as that using foam, inert gas or dry chemicals), spill control equipment, and decontamination equipment? [40 CFR 279.52(a)(2)(iii)]	9	9	9	
d. Water at adequate volume and pressure to supply water hose streams, or foam producing equipment, or automatic sprinklers, or water spray systems? [40 CFR 279.52(a)(2)(iv)]	9	9	9	
e. Is this equipment tested and maintained to insure proper operation? [40 CFR 279.52(a)(3)]	9	9	9	
f. Is adequate aisle space maintained to allow the unobstructed movement of personnel, fire protection equipment, spill control equipment, and decontamination equipment to any area of facility operation in an emergency, unless aisle space is not needed for any of these purposes? [40 CFR 279.52(a)(5)]	9	9	9	
g. Does all personnel involved in the operation whenever oil is being poured, mixed, spread, or otherwise handled, have immediate access to an internal alarm or emergency communication device, either directly or through visual or voice contact with another employee, unless it is not required by 279.52(a)(2). [40 CFR 279.52(a)(4)(i)]	9	9	9	

YES NO NA V#

- h. If only one employee is ever on the premises while the facility is operating, does that employee have immediate access to a device, such as a telephone (immediately available at the scene of operation), or a hand-held two-way radio, capable of summoning external emergency assistance, unless such a device is not required in 279.52(a)(2)? **[40 CFR 279.52(a)(4)(ii)]** 9 9 9
- i. Has facility made arrangements with local authorities? **[40 CFR 279.52(a)(6)]** 9 9 9
4. If appropriate for the type(s) of waste handled, has the owner/operator made the following arrangements:
- a. Familiarized the local emergency authorities with the facility, waste(s) handled, entrances and exits? **[40 CFR 279.52(a)(6)(i)(A)]** 9 9 9
- b. Designated one authority where one or more police or fire departments might respond to an emergency? **[40 CFR 279.52(a)(6)(i)(B)]** 9 9 9
- c. Made agreements with local emergency response teams, emergency response contractors, and equipment suppliers? **[40 CFR 279.52(a)(6)(i)(C)]** 9 9 9
- d. Familiarized local hospitals with the properties of hazardous waste(s) handled and types of injuries which could result from fires, explosions, or releases at the facility? **[40 CFR 279.52(a)(6)(i)(D)]** 9 9 9
- e. In cases where local authorities decline to enter into such arrangements, is the refusal entered in the operating record? **[40 CFR 279.52(a)(6)(ii)]** 9 9 9
5. Does the facility have a contingency plan? **[CFR 279.52(b)(1)]** 9 9 9
- If yes,
- a. Does the plan list names, address and phone numbers (office & home) of all persons qualified to act as emergency coordinator? **[40 CFR 279.52(b)(2)(iv)]** 9 9 9
- b. Is the emergency coordinator available to respond to emergencies by reaching the facility within a short period of time (i.e. 30 minutes)? **[40 CFR 279.52(b)(5)]** 9 9 9
- c. Does the plan describe the actions facility personnel must take in response to fires, explosions, or any unplanned sudden or non-sudden release of used oil to the air, soil or surface water at the facility? **[40 CFR 279.52(b)(2)(i)]** 9 9 9
- d. Does the plan describe arrangements agreed to by local police departments, fire departments, hospitals, contractors, and State and local emergency services? **[40 CFR 279.52(b)(2)(iii)]** 9 9 9

YES NO NA V#

e.	Does the plan include a list of all emergency equipment at the facility such as fire extinguishing systems, spill control equipment, communications and alarm systems (internal and external) and decontamination equipment, where this equipment is required? [40 CFR 279.52(b)(2)(v)]	9	9	9
1.	If yes, does the plan include the location and a physical description of each item on the list and a brief outline of its capabilities? [40 CFR 279.52(b)(2)(v)]	9	9	9
f.	Does the plan include an evacuation plan for facility personnel where there is the possibility that evacuation could be necessary? [40 CFR 279.52(b)(2)(vi)]	9	9	9
1.	If yes, does the evacuation plan describe signal(s) to be used to begin evacuation, evacuation routes, and alternate evacuation routes in cases where the primary routes could be blocked by releases of used oil or fires? [40 CFR 279.52(b)(2)(vi)]	9	9	9
g.	Have copies been submitted to all local police departments, fire departments, hospitals, and state and local emergency response teams? [40 CFR 279.52(b)(3)]	9	9	9
h.	If the facility has had to implement the contingency plan			
1.	did the facility notify the department within 15 days after the incident? [40 CFR 279.52(b)(6)(B)(ix)]	9	9	9
2.	were the provisions of plan carried out immediately whenever there is a fire, explosion, or release or used oil which could threaten human health or the environment? [40 CFR 279.52(b)(1)(ii)]	9	9	9
i.	Is a copy of the contingency plan maintained at the facility? [40 CFR 279.52(b)(3)(i)]	9	9	9
6.	If the facility stores used oil in tanks, containers or other units regulated under parts 264 or 265:			
a.	Are containers in good condition? [40 CFR 279.54(b)(1)]	9	9	9
b.	Are containers free from leaks? [40 CFR 279.54(b)(2)]	9	9	9
c.	Is adequate secondary containment provided? [40 CFR 279.54(c)]	9	9	9
	If yes,			
1.	Does secondary containment consist of dikes, berms, or retaining walls? [40 CFR 279.54(c)(1)(i)] [existing above ground tanks-40 CFR 279.54(d)(1)(i)] or [new above ground tanks-[40 CFR 279.54(e)(1)(i)]	9	9	9

YES NO NA V#

2.	Does secondary containment have a floor that covers the entire area within the dikes, berms, or retaining walls (except where existing portions of the tanks meet the ground) or an equivalent system? [40 CFR 279.54(c)(1)(ii) or 40 CFR 279.54(c)(1)(iii)] [existing above ground tanks- 40 CFR 279.54(d)(1)(ii) or 40 CFR 279.54(d)(1)(iii)] or [new above ground tanks- 40 CFR 279.54(e)(1)(ii) or 40 CFR 279.54(e)(1)(iii)]	9	9	9
3.	Is the secondary containment impervious to used oil? [40 CFR 279.54(c)(2)] [existing above ground tanks-40 CFR 279.54(d)(2)] or [new above ground tanks-[40 CFR 279.54(e)(2)]	9	9	9
7.	Are the following labeled or clearly marked with the words "USED OIL"?			
a.	Containers and above ground storage tanks?[40 CFR 279.54(f)(1)]	9	9	9
b.	Fill pipes for underground storage tanks [40 CFR 279.54(f)(2)]	9	9	9
8.	If a release of used oil has occurred on-site?			
a.	Was the release stopped? [40 CFR 279.54(g)(1)]	9	9	9
b.	Was the release contained? [40 CFR 279.54(g)(2)]	9	9	9
c.	Was the release cleaned-up and managed properly? [40 CFR 279.54(g)(3)]	9	9	9
d.	If necessary, were repairs made or defective equipment replaced? [40 CFR 279.54(g)(4)]	9	9	9
9.	If necessary, has the facility developed, followed and retained a written analyses plan describing the procedures that will be used to comply with the analyses requirements of 279.53 (Rebuttable Presumption) and, if applicable, 279.72 (On-specification used oil fuel)? [40 CFR 279.55]	9	9	9
a.	If the facility is claiming that the total halogen content of the used oil is below 1,000 ppm,			
b.	Does the analyses plan specify whether sample analyses or knowledge of the halogen content of the used oil will be used to determine the total halogen content? [40 CFR 279.55(a)(1)]	9	9	9
1.	If sample analyses are used :			
a.	does the analyses plan describe how representative samples will be collected? [40 CFR 279.55(a)(2)]	9	9	9
b.	The frequency of sampling to be performed, and whether the analyses will be performed on-site or off-site? [40 CFR 279.55(a)(2)(ii)]	9	9	9
c.	The methods used to analyze used oil for the parameters specified in 279.53? [40 CFR 279.55(a)(2)(iii)]	9	9	9
2.	If knowledge is used, the type of information that will be used to determine the halogen content of the used oil? [40 CFR 279.55(a)(3)]	9	9	9

YES NO NA V#

- c. If the facility is claiming that the used oil to be burned for energy recovery meets the definition of ON-SPECIFICATION used oil, does the analyses plan specify whether sample analyses or other information will be used to make this determination? **[40 CFR 279.55(b)(1)]** 9 9 9
1. If sample analyses are
 - a. does the analyses plan describe how representative samples will be collected? **[40 CFR 279.55(b)(2)]** 9 9 9
 - b. Whether samples will be taken and analyzed prior to or after any processing/re-refining? **[40 CFR 279.55(b)(2)(ii)]** 9 9 9
 - c. The frequency of sampling to be performed, and whether the analyses will be performed on-site or off-site? **[40 CFR 279.55(b)(2)(iii)]** 9 9 9
 - d. The methods used to analyze used oil for the parameters specified in 279.72? **[40 CFR 279.55(b)(2)(iv)]** 9 9 9
 2. If knowledge is used, The type of information that will be used to make the determination that the used oil is on-specification? **[40 CFR 279.55(b)(3)]** 9 9 9
10. Does the facility keep a record of each used oil shipment accepted for processing/re-refining? **[40 CFR 279.56(a)]** 9 9 9
- a. If yes, does the record including the following information:
 1. The name and address of the transporter? **[40 CFR 279.56(a)(1)]** 9 9 9
 2. The name and address of the generator or processor/re-refiner? **[40 CFR 279.56(a)(2)]** 9 9 9
 3. The EPA Identification number of the transporter? **[40 CFR 279.56(a)(3)]** 9 9 9
 4. The EPA Identification number (if applicable) of the generator or processor/re-refiner? **[40 CFR 279.56(a)(4)]** 9 9 9
 5. The quantity of used oil accepted? **[40 CFR 279.56(a)(5)]** 9 9 9
 6. The date of acceptance? **[40 CFR 279.56(a)(6)]** 9 9 9
11. Does the facility keep a record of each shipment of used oil that is shipped to a used oil burner, processor/re-refiner, or disposal facility? **[40 CFR 279.56(b)]** 9 9 9
- a. If yes, does the record include the following information:
 1. The name and address of the transporter? **[40 CFR 279.56(b)(1)]** 9 9 9
 2. The name and address of the burner, processor/re-refiner or disposal facility? **[40 CFR 279.56(b)(2)]** 9 9 9
 3. The EPA Identification number of the transporter? **[40 CFR 279.56(b)(3)]** 9 9 9

		YES	NO	NA	V#
4.	The EPA identification number of the burner, processor/re-refiner, or disposal facility? [40 CFR 279.56(b)(4)]	9	9	9	
5.	The quantity of used oil shipped? [40 CFR 279.56(b)(5)]	9	9	9	
6.	Are these records retained for three years? [40 CFR 279.56(b)(6)]	9	9	9	
12.	Does the owner or operator keep a written operating record at the facility? [40 CFR 279.57(a)(1)]	9	9	9	
a.	If yes, does the operating record include the following information:				
1.	Records and results of used oil analyses performed as described in the analysis plan? [40 CFR 279.56(a)(2)(i)]	9	9	9	
2.	Summary reports and details of all incidents that require implementation of the contingency plan? [40 CFR 279.57(a)(2)(ii)]	9	9	9	
13.	Does the Used oil processor/re-refiner who initiates shipments of off-specification used oil off-site use only a used oil transporter who has obtained an EPA identification number? [40 CFR 279.58]	9	9	9	
14.	Does the owner/operator who generate residues from the storage, processing or re-finishing of used oil manage the residues as specified in §279.10(e)? [40 CFR 279.59]	9	9	9	

Used Oil Processors/Re-refiners Requirements:
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9 Compliance

9 Non-Compliance

9 N/A

V# = Violation Number

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